

PUBLIC NOTICE
ANDOVER CONTRIBUTORY RETIREMENT BOARD
REQUEST FOR PROPOSALS
TO PROVIDE
LEGAL SERVICES

The Andover Contributory Retirement Board (hereinafter, “the Board”) is seeking proposals from qualified individuals or firms to handle the Retirement System’s legal services. Prospective bidders should have experience representing Massachusetts public agencies in matters pertaining to public employment law, the Massachusetts Public Records Law, and the Massachusetts Open Meeting Law. This request for proposals (RFP) is subject to and will be conducted in compliance with Massachusetts General Laws.

The Board oversees the Andover Contributory Retirement System (hereinafter, “the System”), a Massachusetts governmental unit which administers public pension benefits to over 1200 members, retirees and survivors. The Board manages approximately \$141M in System assets.

In order to be considered for selection, the prospective bidder should possess knowledge and proficiency with Massachusetts General Laws, Chapters 30A §§18-25, Chapter 32, Chapter 66, Chapter 66A, Chapter 258, and any other law or chapter related thereto.

RFP’s are available on our website, www.andovermaretirement.com.

No phone calls please. Prospective bidders **must** submit a proposal in order to be considered.

The Board reserves the right to accept or reject, in whole or in part, any or all proposals in the best interest of the Retirement System.

Proposal submission deadline is **Friday, August 31, 2018 at 1:00 PM.**